

Annual General Meeting 2025

Draft Minutes

Held as a virtual meeting at 14.00 on Wednesday 18 September 2025.

Attendees

Abbie Waite (Transform Scotland)
Alisdair Brown (SEStran)
Bonnie Zhu (Community Energy Scotland)
Chris Day (Transform Scotland)
Colin Howden (Transform Scotland)
David Hunter (Living Streets Edinburgh)
Donald Fraser (Killin & District Volunteer Car Scheme)
Emma Margrett (Transform Scotland)
Euan Tait (ScotRail)
George Lowder (Transform Scotland)
Ian McCall (Walking Scotland)
Jamie Wallace (Transform Scotland)
Jolin Warren (Transform Scotland)
Katherine Scott (Transform Scotland)
Keith Irving (Cycling Scotland)
Lawrence Marshall (Capital Rail Action Group)
Lindsey Taylor (LNER)
Mariesha James (QRoutes)
Matthew Labuda (Angel Trains)
Michael Willmot (Far North Line Community Rail Partnership)
Mike Harrison (Individual member)
Neil Wallace (SAPT)
Rachael Revesz (Living Streets Edinburgh)
Rob Falcon (Individual member)
Ros Browning (Transform Scotland)
Sara Collier (CPT Scotland)

Scott Prentice (SPT)

Tom Dickson (Rail Action Group East of Scotland)

Una Lee (Transform Scotland) **(minutes)**

Apologies

Cllr Angus Millar (Glasgow City Council)

Dave de Feu (Spokes)

David Prescott (Allan Rail)

Debbie McCreath (Alexander Dennis)

GoBike Strathclyde

Graham Atkins (The Chartered Institute of Logistics & Transport)

Harald Tobermann (Edinburgh Bus Users Group)

Jim Harkins (Light Rail UK)

John McCormick (Scottish Association for Public Transport)

Karen McGregor (Transform Scotland board member)

Kim Ward (Lothian Community Transport Services)

Malcom Reed (Individual member)

Marian Marsh (The City of Edinburgh Council)

Paul Tetlaw (Transform Scotland)

Discussion

Item	Notes	Action/decision
Approval of minutes from 2024 AGM	George Lowder, Transform Scotland Chair, opened the online meeting at 14:03, welcoming attendees and confirming that the meeting was quorate with more than ten member organisations present. It was George's first time chairing the AGM, having been appointed Chair of the Board of Transform Scotland at last year's AGM. The agenda for the meeting was confirmed. The Chair requested a minor correction to the minutes from the previous AGM: p5 (Plans for 2024-25, para 1) "Howell" should be amended to "Howden". There were no other issues with or comments on the minutes of the 2024 AGM so, subject to this amendment, the minutes were approved.	Minutes of 2024 AGM approved
Matters arising from 2024 AGM	There were no actions arising from last year's AGM.	None

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Election of Trustees	Scott Prentice has stepped down as ScotRail's representative on the Board of Trustees. It is anticipated that ScotRail will be represented, in due course, by Paul McKay. The Board proposed to appoint the following co-opted members to the Board of Trustees: • Scott Prentice, representing SPT. • Fiona MacLeod, representing Sustrans Scotland. • Matthew Labuda, representing Angel Trains. There were no objections from the members to the proposed membership of the newly constituted Board. George Lowder drew attention to Agenda Item 9 - Special Resolution, which is further relevant to the Election of Trustees.	Board to confirm appointments at next Board meeting.
2025 Annual Report	Colin Howden, Director of Transform Scotland, summarised the 12-month annual report to 31 March 2025 which was published on the Transform Scotland website on 17 September 2025. He thanked Transform Scotland members for collaboration to date on a wide range of activities. Topics covered included travel awareness to promote modal shift, attitudes to bus priority, raising funds for sustainable transport, tackling transport inequalities and preparing for the Scottish Parliament 2026 elections. Key activities highlighted were: October 2024 - Transform Scotland's successful pilot campaign A Wee Walk Works Wonders was extended to Moray and Aberdeenshire, encouraging people to swap short car journeys for walking. The campaign was shortlisted for three national awards, recognising its powerful impact in changing everyday travel behaviour. Opportunities to extend the campaign are under investigation in the wake of the Scottish Government's cancellation of programmes that previously funded this work. November 2024 - the Ideas for Investment report identified practical, fair ways to raise revenue for sustainable transport. These form the basis of ongoing discussions with the Scottish Government. February 2025 - Transform Scotland and LNER held a Think Rail First reception at the Scottish Parliament to champion rail over air. Heralding faster, greener links to London from December 2025, the event highlighted benefits for business, communities and climate. A follow-up event is expected to take place in autumn 2026. March 2025 - the Life in the Bus Lane project hosted 14 local events and engaged with over 1700 people across Scotland to survey attitudes towards bus priority. Results showed that 76% of non-bus users value bus priority but safety, reliability and passenger information improvements are urgently needed. The	None

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	project brought together bus operators, local authorities and regional transport partnerships to call on the Scottish Government to accelerate bus priority investment. 2024/25 - Transform Scotland coordinated the inquiry into transport inequalities by the Scottish Parliament's Cross Party Group on Sustainable Transport, calling on expert evidence and culminating in the publication of the Mind the Gap report in June 2025. The report highlights how Scotland's transport system excludes many groups and calls for a clear definition and measurement of transport poverty. It was welcomed by the Cabinet Secretary and, moving forward, will be used to inform Transform Scotland policy. July 2025 - preparations to shape party manifestos in the 2026 Parliamentary Elections included a "sold-out" in-person Member Network Briefing in Stirling that attracted over 50 attendees from a wide range of local and national organisations. The event combined policy insight, engaging discussion and networking opportunities. September 2025 - the permanent scrapping of peak rail fares from the ScotRail network reflected successful campaigning on behalf of public transport users by a trade union-led coalition that included Transform Scotland. Ongoing work: • Transform Scotland's Why Fly? campaign to persuade Scottish businesses and public sector organisations to commit to choosing train over plane for UK journeys. • Work to secure a statement of support from multiple organisations for the expansion of the Edinburgh Tram network. • Partnership working with Clean Cities Campaign to build public support for cities to tackle the growth of SUVs. Ros Browning, Business Coordinator of Transform Scotland, drew attention to the work of Transform Creative, the design and communications agency founded ten years ago by Transform Scotland. She signposted a short video showcasing the agency's work, to be streamed during the members' presentations which followed the formal business of the AGM. The Chair encouraged all members to consider opportunities to commission Transform Creative to undertake design work. The Chair commended Transform Scotland staff on the quality of work described in the Annual Report, in particular the organisation's commitment to data-driven, evidence-based analysis. He drew attention to Transform Scotland's role as both constructive partner to members and critical friend of government. The Chair also drew attention to the small Finance Committee set up by the Board in 2025 to provide additional oversight of Transform Scotland's financial situation and to support the organisation in a challenging fiscal climate. The committee	

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	comprises three Board members: the Chair, the Treasurer, Karen McGregor, plus the Director.	
Treasurer's Report	Jolin Warren, Treasurer of Transform Scotland gave a summary financial update for the period from 1 April 2024 to 31 March 2025: - Income fell to c. £252.5k (from c. £307k in FY23/24). - Expenditure fell in line with income, to c. £278.2k. The resulting deficit was consistent with performance over the past two years. Jolin Warren confirmed that Transform Scotland's reserves are sufficient to meet the target for the current financial year. Reappointment of independent financial examiner - Hollis Accounting Ltd's continued appointment is recommended by the Board. Annual subscriptions - The Board also recommends raising membership fees on 1 April 2026. A report from staff is awaited before the Board agrees on the level of new subscriptions. There being no objections, questions or comments, the Board's recommendations were taken as approved. Annual accounts and report of the independent financial examiner - The Director confirmed that a full version of the annual accounts will be published on Transform Scotland's website immediately after the AGM. The Chair thanked Jolin Warren for his valued work as Treasurer. He also noted the ease with which Hollis Accounting Ltd took on the role of independent financial examiner.	Approval - renewed appointment of Hollis Accounting Ltd as independent financial examiner Approval - increase annual subscription fees on 1 April 2026.
Special Resolution	The Chair presented the background to the Special Resolution put forward in the Agenda, referring to the challenging financial climate combined with geopolitical, technical and regulatory pressures. Scope to recruit two further co-opted members is needed to establish the strongest possible Board of Trustees. The Transform Scotland Board of Trustees requested the Transform Scotland membership to approve a revision to sections 8.1.2 and 8.3 of the Articles of Association to change the maximum number of individual persons who can be co-opted as Trustees from 4 to 6. Subject to members' approval of this revision, the Board proposes to appoint Karen McGregor as a co-opted member of the Board of Trustees, retaining the considerable expertise, competence and capacity she brought when representing Sustrans on the Board. There would remain one vacancy for an individual co-opted Trustee, which would be filled following consideration of any relevant skills gap.	Approval - revision to sections 8.1.2 and 8.3 of the Articles of Association to change the maximum number of individual persons who can be co-opted as Trustees from 4 to 6 Board to confirm co-opted appointment(s) at the next Board meeting.

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	The Special Resolution raised no issues, comments or questions from members. The proposed revision to the Articles of Association was approved by acclamation.	
Plans for 2025-26	The Director reported on plans for the current year 2025-26, highlighting two key priorities: • Influence party manifestos for the 2026 Scottish Parliamentary elections; • Raise income to enable Transform Scotland activity to continue and to expand its impact. He also summarised the following initiatives: 2026 Scottish Parliamentary elections: face-to-face meetings with representatives of all political parties to encourage the parties to prioritise sustainable transport in election manifestos. This will be informed by issues raised at the Member Network Briefing in July. It was noted that the Convener of the Scottish Parliament's Cross Party Group on Sustainable Transport had recently defected to Reform UK. Cross Party Group on Sustainable Transport: Transform Scotland will continue to provide secretariat support to the CPG for the duration of this parliamentary term, comprising three sessions on the future of Scotland's freight system. Government accountability: Transform Scotland will continue to monitor progress in delivery of the Scottish Government's existing commitments, citing: • Good progress: low emission ferries; phasing out ICE vehicles; under 22s free bus travel. • Slow progress: Fair Fares Review. • Poor progress/targets missed: active travel investment; car traffic reduction; bus priority investment; Glasgow motorways bus priority; bus fleet decarbonisation; rail service decarbonisation. Lovemybus programme: Tactran is funding an extension to this project to encourage greater use of bus transport across the central region, which is already attracting a strong response from schools. Transform Scotland will seek to expand this work. Managing road traffic demand: Transform Scotland's report on using progressive parking management to help with modal shift will be published in early 2026. Transform Scotland will continue to make the case for significant investment in Scotland's new train fleet to meet the government's decarbonising objectives. It will also press for action on the Scottish Government's commitment to decrease car kilometers driven by 20% by 2030 in light of rebounding traffic levels post-pandemic. Data on the cost of travel over the last 10 years shows a significantly higher increase in the cost of bus fares over motoring costs.	None

Item	Notes	Action/decision
Close	There being no questions or comments on Transform Scotland's plans for 2025-26, The Chair closed the formal business of the AGM at 14.45.	
Members' presentations	A showreel showcasing Transform Creative's work was screened. Short member presentations were given by: Killin and District Volunteer Car Scheme; QRoutes Ltd; and Angel Trains.	None
Further information	Questions on the AGM are invited and can be sent to Ros Browning or info@transform.scot Questions on members' presentations should be directed to the individual organisations.	

Minutes by Una Lee on 2 October 2025.